



PERSON SPECIFICATION

Job Title **Teaching Assistant & Learning Supervisor**

| | Job Requirements | Measurement* |
|-------------------------------|--|--|
| Knowledge | <ul style="list-style-type: none"> ▪ Understanding of relevant codes of practice and legislation ▪ Challenges facing young people which may prevent them from learning ▪ The principles of child development and learning process and in particular barriers to learning ▪ The types of special needs encountered in schools, methods of providing support in school and from external providers ▪ Experience of working within a school/groups of young people on a voluntary or paid basis | <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I</p> <p>A/I/R</p> |
| Skills & Abilities | <ul style="list-style-type: none"> ▪ To effectively use ICT and use of other equipment ▪ Ability to relate well to children and adults and form constructive relationships ▪ Work constructively as part of a team ▪ Ability to self-evaluate learning needs ▪ Good level of written and verbal communication skills ▪ Good time management ▪ Good organisational skills ▪ Flexible approach ▪ Identify and set targets for development for individual students ▪ Relate well to children and adults and form constructive relationships ▪ Devise, implement and monitor individual action plans for students ▪ Work Independently but also a good team member ▪ Self-motivated, hardworking, able to use initiative and requiring minimal guidance and supervision | <p>A/I</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> <p>A/I/R</p> |
| Educational | <ul style="list-style-type: none"> ▪ Good literacy and numeracy skills ▪ NVQ2 for Teaching Assistants or equivalent qualifications and experience | Certificates |
| Special Requirements | <ul style="list-style-type: none"> ▪ This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974. A satisfactory Enhanced Criminal Record check by the Disclosure & Barring Service (DBS) will be required prior to appointment. | DBS |

A= Application I = Interview R = References